

# Minutes of a Regular Meeting

Approved 4/8/04

## Town of Los Altos Hills PLANNING COMMISSION

Thursday, March 25, 2004, 7:00 p.m.  
Council Chambers, 26379 Fremont Road

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cc: Cassettes ( 1 ) #5-04

### 1. ROLL CALL AND PLEDGE OF ALLEGIANCE

The Planning Commission regular meeting was called to order at 7:00 p.m. in the Council Chambers at Town Hall.

Present: Commissioners Vitu, Cottrell & Kerns

Absent: Chairman Clow & Commissioner Mordo

Staff: Carl Cahill, Planning Director; Debbie Pedro, Associate Planner; Lani Smith, Planning Secretary

### 2. PRESENTATIONS FROM THE FLOOR-none

### 3. PUBLIC HEARINGS

- 3.1 LANDS OF PACKARD FOUNDATION, 26580 Taaffe Road (31-04-CUP); A request for a Conditional Use Permit modification to allow small meetings of up to 45 persons (from 30 persons). (staff-Debbie Pedro)

Staff introduced this item by noting a correction to "Number of Events Allowed per Year" columns, stating the number should be "6" not "2". Staff stated that the City Council approved a Conditional Use Permit on December 2, 1999 to allow the Packard Foundation to utilize the residence and detached office structure for meetings of non-profit organizations subject to certain limitations. The Use Permit established a number of conditions including restrictions on the number and size of meetings permitted each year. Currently, small meetings of up to 30 persons can be held at the property without limits. On February 13, 2004, the applicant submitted a letter to the Town requesting to increase the maximum number of persons allowed at small meetings from 30 persons to 45 persons. According to the applicant, by allowing up to 45 guests for small meetings, the Foundation will be able to accommodate two events simultaneously and fully utilize the large conference room to its capacity of 45 guests. Since the Foundation began its operation at the Taaffe Road property in 2001, the Town has received no complaints from neighbors or residents regarding the activities on the site. The request to modify the number of guests allowed for small meeting will not substantially intensify the use of the site. Staff is recommending approval of the applicant's request to modify condition of approval #10, to allow up to 45 people for small meetings. In addition, staff is recommending the deletion of condition numbers 11, 12, 13 and 15 because these conditions have been completed by the applicant and are no longer applicable.

## OPENED PUBLIC HEARING

George Vera, 300 Second Street, Los Altos, David and Lucile Packard Foundation representative, was available for questions. He stated that the property is used for charitable purposes so that the only individuals who will be using it are on staff, board members plus grantees. He further discussed the number of meetings per year as noted in the staff report.

David Beyer, 26030 Elena Road, neighbor, voiced no objections to the modification of the Use Permit.

## CLOSED PUBLIC HEARING

The Commissioners were all in agreement with the modification to the Use Permit.

**MOTION SECONDED AND PASSED:** Motion by Commissioner Cottrell and seconded by Commissioner Vitu to forward a recommendation of approval to the City Council for the requested Conditional Use Permit modification to allow small meetings of up to 45 persons, Lands of Packard Foundation, 26580 Taaffe Road, with the deletion of conditions 11, 12, 13 and 15 because these conditions have been completed by the applicant and are no longer applicable.

AYES: Commissioners Kerns, Vitu & Cottrell  
NOES: None  
ABSENT: Chairman Clow & Commissioner Mordo

This item will be scheduled for a City Council public hearing agenda.

- 3.2 LANDS OF SPECTOR & AMMER, 26625 St. Francis Drive (193-03-ZP-SD-VAR); A request for a Site Development Permit for a 1,192 square foot pool and spa and a variance to allow deck encroachment into setbacks. (staff-Debbie Pedro)

Staff introduced this item stating the applicants are requesting a variance to rebuild an existing pool deck encroaching into the side yard setback by up to 12 feet with a new pool deck that will be in approximately the same location. Findings for the variance have been prepared by the applicants and are included in the staff report. According to the applicants, it is impractical to move the pool deck to an alternate location because the outdoor entertainment area will not be located within a reasonable distance from the bathroom and the outdoor barbeque that is located on the east side of the house. In addition, the existing sewer line which is located on the north and west side of the pool, does pose some constraints to the placement of the new pool and decking. The adjacent neighbor closest to where the deck encroachment occurs has submitted a letter to the Town indicating no issues with the proposal. Relocating the deck to another area of the yard will not serve to reduce any adverse visual or privacy impacts.

## OPENED PUBLIC HEARING

David Spector and Karen Ammer, 26625 St. Francis Drive, applicants, were available for questions.

#### CLOSED PUBLIC HEARING

Discussion ensued with a consensus of approval.

MOTION SECONDED AND PASSED: Motion by Commissioner Vitu and seconded by Commissioner Cottrell to approve the requested Site Development Permit and Variance, subject to the recommended conditions and findings of approval in Attachments 1 and 2, Lands of Spector and Ammer, 26625 St. Francis Drive.

AYES: Commissioners Kerns, Cottrell & Vitu  
NOES: None  
ABSENT: Chairman Clow & Commissioner Mordo

- 3.3 LANDS OF KERNS, 11888 Francemont Drive (225-03-ZP-SD); A request for a Site Development Permit for landscape screening (north side only) and a lighting plan (continued from the February 12th Planning Commission meeting). (staff-Carl Cahill)

Continued to the April 8, 2004 Planning Commission meeting due to the lack of a quorum.

#### 4. OLD BUSINESS

- 4.1 Report from subcommittees-none

#### 5. NEW BUSINESS-none

#### 6. REPORT FROM THE CITY COUNCIL MEETING

6.1 Planning Commission Representative for March 18<sup>th</sup> -Commissioner Kerns, reported on the following: acceptance of pathway easement: Lands of Kerns and Lands of Wang; and consideration of Mora Heights sewer requests, Lawrence Hall.

- 6.2 Planning Commission Representative for April 1<sup>st</sup> -Commissioner Vitu  
6.3 Planning Commission Representative for April 15<sup>th</sup> -Commissioner Clow  
6.4 Planning Commission Representative for May 6<sup>th</sup> -Commissioner Cottrell

#### 7. APPROVAL OF MINUTES

- 7.1 Approval of March 11, 2004 minutes-will be available April 8, 2004

8. REPORT FROM FAST TRACK MEETING-MARCH 16, 2004

- 8.1 LANDS OF MA, 28238 Christophers Lane (238-03-ZP-SD-GD); A request for a Site Development Permit for a 1,615 square foot addition (maximum height 24'5"). Approved with conditions.

9. REPORT FROM SITE DEVELOPMENT MEETING-MARCH 23, 2004

- 9.1 LANDS OF TAVANA, 14125 Seven Acres Lane (206-03-ZP-SD); A request for a Site Development Permit for a 1,106 square foot addition (maximum height 19 feet) (continued from March 9, 2004). Approved with conditions.

10. ADJOURNMENT

The meeting was adjourned by consensus at 7:13 p.m.

Respectfully submitted,

Lani Smith  
Planning Secretary